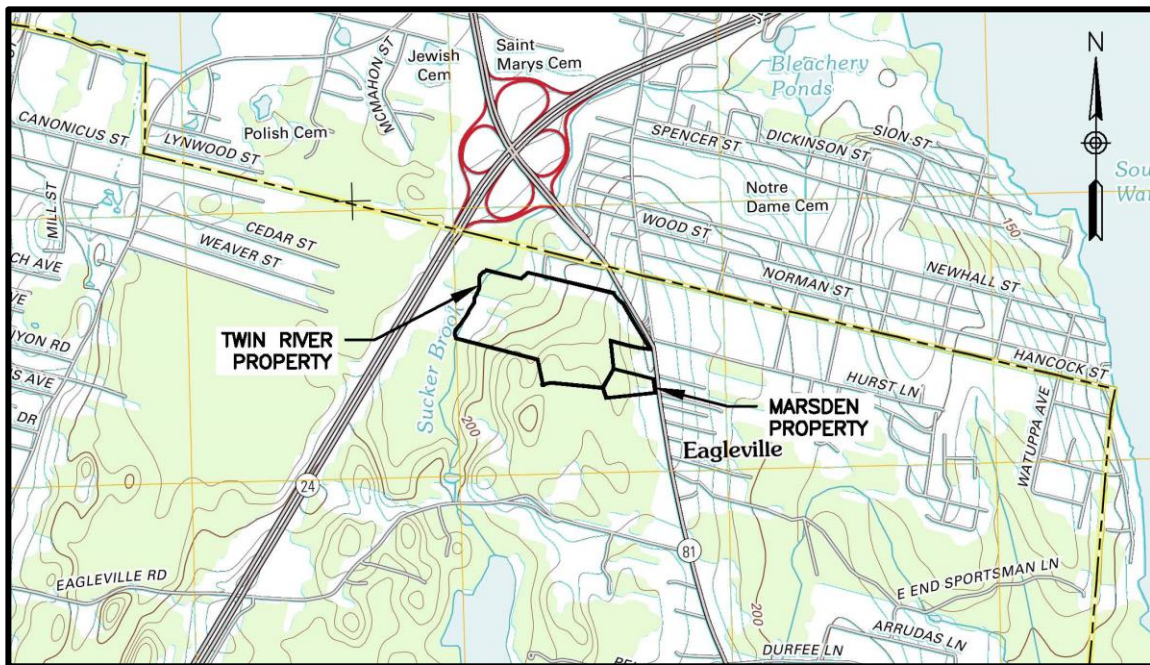


**Town of Tiverton
Office of the Building Official**

**Request for Proposal (RFP)
For
Construction Plan Review and Building Code Inspection Services
For TIVERTON CASINO & HOTEL**

**William S. Canning Boulevard
A.P. 203, Lots 107 and 111
Tiverton, Rhode Island**

Issuing Date: May 26, 2017



**Response Deadline:
June 9, 2017
1:00 P.M.**

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REQUEST FOR PROPOSALS

Construction Plan Review;
Building Code Inspection Services
Tiverton Casino and Hotel

Located at the Intersection of William S. Canning Boulevard and Stafford Road
Tiverton, Rhode Island

Introduction

When used throughout this RFP, the term “Third Party Plan Reviewer / Inspector”, and “Town’s Agent” shall be considered one and the same.

Project Description

To ensure the delivery of a quality project within the applicable time parameters, the Town has chosen to engage a qualified firm to assist the Town with the enforcement of all applicable building regulations and compliance with all relevant construction-related codes and contract specifications. The Third-Party Plan Reviewer / Inspector will be expected to work with the Town’s Building Official and the Owners Representative and provide professional construction plan review, inspection services during construction, documentation of completion and readiness for occupancy and use, and limited post-construction inspections and reports. Notwithstanding, Tiverton Fire will retain all life safety/fire code plan review and inspections.

The Tiverton Casino and Hotel is a new project located in Tiverton, Rhode Island. Twin River-Tiverton, LLC (Owner) is proposing the construction of a new casino and hotel development. Included within the site are an approximately 100,000 square foot casino building devoted to gaming, dining and entertainment, an approximately 45,390 square foot 84-room hotel with meeting rooms, a two-level parking garage, and associated supporting site features. This facility will replace the Newport Grand Casino in Newport, Rhode Island. The proposed development will be located at the intersection of William S. Canning Boulevard and Stafford Road in Tiverton, Rhode Island. Proposed site features will occupy approximately 21 of the 51-acre site, of which roughly 40% are wetlands. Preservation of existing woods, meadows, wetlands, streams and other natural resources are critical components of the project design. No biological wetland areas are to be disturbed in the development of this project.

In addition, the Project will include coordinating off-site improvements including a roundabout and off-site sewer improvements.

Scope of Services

The Town wishes to identify and select a Construction Plan Review and Building Code Inspection Service firm to provide professional project consulting and coordination with the Town and Project construction management on a continuous and integrated basis starting with the review of construction documents for Building Permit Issuance by the Tiverton Building Official and inspection services during construction through the completion of the project and complete Owner occupancy and operation. A summary of the anticipated services the Construction Plan Reviewing and Building Code Inspection Firm shall include, but is not limited to, the following:

Phase 1 – Construction Plan Review

The selected firm will have the capability, licensure and expertise to perform in the following disciplines:

- Off-site Civil;
- On-site Civil;
- Structural;
- Architectural (Exterior and Interior);
- Mechanical (which will be bid as an addition/alternate);
- Electrical (which will be bid as an addition/alternate);
- Plumbing (which will be bid as an addition/alternate);
- Low Voltage Special Systems (as required by code) (which will be bid as an addition/alternate);
- Food Service Equipment (as required by code);
- Life Safety Code (Tiverton Fire shall retain Life Safety with regard to Fire Code);
- OSHA;
- ADA.

At the conclusion of its review of each building permit package, the selected firm shall state in writing whether or not the construction documents reviewed comply with all applicable codes and standards. If any aspect of the reviewed plans fails to comply with applicable codes and standards, the deficiency shall be specified, along with a detailed description of what corrective work needs to be undertaken to correct the issue. Meetings with the Architect and his Consultants may be necessary as part of this process. When a permit package is considered to be in compliance with all applicable codes and industry standards, a written recommendation shall be submitted to the Tiverton Building Official, with copy to the Owners Representative for building permit issue.

The Tiverton Casino & Hotel is a fast-tracked project, and it shall be assumed that building permits will need to be phased, e.g. with a special foundation-only permit possibly being sought by the Owner in May, 2017.

Phase II – Construction Inspection Services

The selected firm will have qualified personnel available whenever required, including evenings, weekends and holidays. Field Inspections will cover the following, but not necessarily complete, list of disciplines:

- Off-site Civil;
- On-site Civil;
- Structural;
- Architectural (Exterior and Interior);
- Mechanical (which will be bid as an addition/alternate);
- Electrical (which will be bid as an addition/alternate);
- Plumbing (which will be bid as an addition/alternate);
- Low Voltage Special Systems (as required by code) (which will be bid as an addition/alternate);
- Food Service Equipment (as required by code);
- Life Safety Code (Tiverton Fire shall retain Life Safety with regard to Fire Code);
- OSHA;
- ADA.

During construction, the successful firm shall be responsible to coordinate with the Building Official, Project Construction Manager (Gilbane) and Owner's Representative / Project Manager to schedule inspections, conduct such inspections, report to the Tiverton Building Official, the Construction Manager and the Owner's Representative / Project Manager on the results of such inspections and suggest to the Tiverton Building Official to issue stop works orders and orders permitting resumption of stopped work. Upon completion of construction, the firm shall perform all necessary final inspections and provide a report upon which the Tiverton Building Official can rely on issuing any required Temporary Certificates of Occupancy and / or Certificates of Occupancy. It should be understood that the Project will require early Owner occupancy of certain parts of the facility. The firm shall also coordinate with the Owner and Owner's Representative / Project Manager any additional inspections by local and State Agencies, including Tiverton Fire (which shall retain life safety/fire code review and inspections including standpipes and sprinklers) and possibly, other local inspectors.

It shall also be noted that code mandated Special Inspections will be undertaken by a separate testing firm.

Phase III – Project Acceptance and Occupancy Review

Upon completion of construction, the firm shall perform all necessary final inspections and provide a report upon which the Tiverton Building Official can rely on when issuing any required Temporary Certificates of Occupancy and / or Certificates of Occupancy. It should be understood that the Project will require early Owner occupancy of certain parts of the facility.

Tentative Project Timeline

- | | |
|---|------------|
| • Selection of Construction Plan Reviewer | June, 2017 |
| • Construction Start | June, 2017 |
| • Tiverton Casino & Hotel Open to Public | July, 2018 |

Contract Terms

Contract Format

The selected Proposer is expected to execute the Town's standard professional services contract, in the form approved by the Town's Solicitor.

Third Party Construction Plan Reviewer / Inspection Services Fees

Costs / Fees for the services outlined in this RFP shall be provided with a budget for each project phase based upon anticipated hours and cost with hourly rate schedule based on position and level of experience / responsibility, which shall be used for reviewing and approving invoices and when determining additional service requests. The Proposer shall describe items deemed to be reimbursable expenses and explain they are to be billed.

Minimum Qualifications

The Town seeks to retain the professional services of a third-party construction plan reviewer and building code inspection firm with demonstrated experience in performing the work described in this RFP. Successful respondents will be able to demonstrate:

- Similar services on a minimum of three comparable projects.
- Highly qualified plan review, inspection and administration staff to meet the needs of the Owner, Tiverton Building Official and Owner's Representative / Project Manager. All staff shall hold appropriate professional certifications and a minimum 10 years of related experience.
- Demonstrated experience working on fast-track projects in a high-pressure environment.

Proposal Content and Format

The response to this RFP should be prepared simply and economically, providing a straight forward, concise description of the firm's proposal to provide the services described in this RFP. Emphasis shall be on the quality, completeness, clarity of content, responsiveness to the requirements, and an understanding of the Town's needs. An incomplete proposal will be considered non-responsive and subject to rejection.

Submit Three (3) Copies of proposal organized to follow format below, in binder or bound format and one (1) electronic copy either on USB drive or Compact Disc.

Cover Letter

The letter shall be signed by a representative of the firm who has authorization to bind the firm by contract. The letter shall include the name of the firm, firm address, telephone number, and email address. The letter shall identify the principal contact for the proposal and affirm that the accompanying proposal is valid for a term of 60 days.

Firm Organization, Credentials and Background

Provide a brief profile of your firm, principals of your firm, and any key sub- consultants, including type of legal entity, date firm established, location of office that will perform the work and basic services provided by the firm.

Construction Plan Review and Inspection Services Approach

Describe your firm's management philosophy and approach to the plan review and inspection services delivery methodology with emphasis on how this will meet the Town's requirements. Include the following aspects:

- State the approach and intended scope of work and related professional services to assure the timely and cost effective completion of the project.
- Describe how you will develop, maintain, and update the project documentation during the plan review and the construction phase.
- Describe your approach to assuring timely completion of the assignment.
- Describe your methodology of communication with the Tiverton Building Official, Construction Manager and Owner's Representative / Project Manager to inform on the progress of the Project.
- Describe any unique qualifications as they pertain to this Project.

Project Experience

Provide project profiles for at least three (3) gaming and entertainment; hospitality or large commercial or mixed use projects with a contract value of at least \$30 Million where your firm provided similar services

- Summary of project: project name, location, year completed, size and project budget. Client contact name, title, and phone number.
- Photographs or illustrations (no more than 4) of completed project.
- Name of firm's project manager.

Qualifications of Proposed Personnel

- Provide evidence that the firm's personnel and team members have expertise in providing construction plan review and building code inspection services.
- For key team members, document qualifications and experience with similar projects and number of the years with the firm. Provide resumes for each team member. State if team members are ICC Certified Plans Examiners, Certified Inspectors or Rhode Island Licensed Architects or Engineers.

Financial Resources

- Affirm your firm's cooperation to provide financial information if selected as one of the finalist in the selection process. Any financial information requested will be held in confidence and used only in evaluating the nature of action, the financial strength of the firm and ability to perform all services requested, including but not limited to the successful construction of the Project.
- Identify if your firm is currently in default on any loan agreement or financing agreement with any financing institution or other entity. If so, specify date(s), details, circumstances and prospects for resolution.

Legal Issues

- Provide details of any past or pending litigation, or claims filed, against your firm, principals of the firm, related to services performed.
- Provide a detailed litigation history (including open or pending matters) for the last five years. The history should include the nature of action, the amount of claim, the resolution. etc. In each case provide the total amount awarded in favor or against the parties involved.
- Provide the same information as above on any claims settled without litigation.
- Provide any agencies or organizations that your firm has been disqualified from providing bids or proposals.

Disclosures

Provide detailed information on whether your firm or any principal of the firm has been, or currently is, the subject of any investigation by County, State, and/or Federal agencies within the past five years. If so, identify the agency, contact person, the nature of the investigation, and any determination over the outcome of said investigation.

Construction Plans Reviewer and Building Code Inspections Fees

Provide fees as identified below:

- Phase 1 – Construction Documents Review

A not-to-exceed budget based upon anticipated hours and cost with an hourly rate schedule. Services to be billed monthly based on 4 months of services. Additionally, a not-to-exceed reimbursable expenses allowance amount. (Reimbursable expenses are to be billed as actual costs without markup).

- Phase 2 – Construction Building Code Inspection Services

A not-to-exceed budget based upon anticipated hours and cost with an hourly rate schedule. Services to be billed monthly based on 14 months of services.

Additionally, a not-to-exceed reimbursable expenses allowance amount. (Reimbursable expenses are to be billed as actual costs without markup).

- Phase 3 – Project Closeout Services

A not-to-exceed budget based upon anticipated hours and cost with an hourly rate schedule. Services to be billed monthly based on 2 months of services.

Additionally, a not-to-exceed reimbursable expenses allowance amount. (Reimbursable expenses are to be billed as actual costs without markup).

Insurance Requirements

Insurance shall be written with carriers approved in the State of Rhode Island and with a minimum AVI Best Rating of "A-" VIII. In addition, all carriers are subject to the approval by the Town and Owner and no coverage shall contain special limitations on the scope of protection afforded to the Owner, its officers, officials or employees. The Town, Owner and Owner's Representative shall be named as an Additional Insured on a primary and non-contributory basis to all policies except Workers' Compensation and Professional Liability.

General Liability	Each Occurrence	\$1,000,000
	Annual Aggregate	\$2,000,000
Auto Liability	Combined Single Limit	\$1,000,000
Professional Liability	Each Claim	\$5,000,000
	Annual Aggregate	\$5,000,000
Workers' Compensation And Employers' Liability	WC Statuary	
	Limits EL Per	\$500,000
	EL Each Employee	\$500,000
	EL Policy Limit	\$500,000

Proposal Due Date

Proposals shall be submitted to the Building Official by no later than **1:00 p.m. Eastern Time on June 9, 2017**. Proposals shall be clearly labeled **Tiverton Casino & Hotel Construction Documents Reviewer and Building Code Inspection Services** submitted to the location/address listed below.

Delivery Address for, USPS, UPS, Fed X:

Neil Hall
Tiverton Building Official
343 Highland Road
Tiverton, RI 02878

With a copy to:

Nancy Mello
Tiverton Town Clerk
343 Highland Road
Tiverton, RI 02878

Anthony Desisto, Esq.
Tiverton Town Solicitor
Anthony Desisto Law Associates, LLC
450 Veterans Memorial Parkway, Suite 103
East Providence, RI 02914

Hand Delivery

Hand Delivery should be brought to the Building Official's office within the Tiverton Town Hall located at 343 Highland Road, Tiverton, RI 02878.

Electronic proposals will not be accepted. Each proposal must be received by the due date and time set for this RFP. A proposal received after the established deadline may not be considered.

Questions Regarding this RFP

All questions related to this RFP must be submitted not later than 4:00 p.m., June 1, 2017, via e-mail to nhall@tiverton.ri.gov.

Clearly mark the e-mail "**Questions for Tiverton Casino & Hotel Construction Documents Reviewer and Building Code Inspections Services**". Phone call or faxed questions will not be accepted.

Answers to questions will be emailed to all proposers by June 6th, not later than 4:30 p.m. Responses to questions will become part of the contract. It is the responsibility of all interested vendors to check spam to ensure receipt of RFI responses.

Selection Criteria

The Town, as pursuant to R.I. Gen. Laws §45-55-8.1, has determined to select a Construction Documents Reviewer and Inspection Services Firm at its sole discretion, pursuant to a qualification based selection process considering both qualifications and appropriateness/flexibility in pricing arrangements. Significant weight will be placed on proposals demonstrating similar project experience within the last 8 years being done in a similar role.

Attachments